

**THIS IS A SOURCES SOUGHT NOTICE ONLY. This is not a request for offers, quotes or proposals. This notice does not represent a commitment by the Government to issue a solicitation or award a contract. This is a market research tool only to determine the capability of potential sources.**

The U.S. Department of Housing and Urban Development (HUD) is contemplating establishing a contract under NAICS Code(s) 531210 Office of Real Estate Agents and Brokers, and the Small Business Standard is \$7.5 Million, PSC Code R402, for Support-Professional Real Estate Brokers and is issuing this Request for Information (RFI) in order to solicit responses from capable sources and capability statements to ensure sufficient competition exists to meet the government's requirements.

Teaming arrangements and joint ventures will be considered for any subsequent procurement based on the Government's market research, provided that the prime contract is awarded to an applicable small business and that small businesses provide 50% or more of the support.

Please review the Performance Work Statement (PWS) and provide your feedback via email to Lewis Boggan at [Lewis.Boggan@HUD.gov](mailto:Lewis.Boggan@HUD.gov) by January 23, 2017. Please include in the subject line: Comments – 3.9 Asset Manager Requirement.

### **So, what exactly is HUD contemplating acquiring?**

#### **BACKGROUND**

This Performance Work Statement (PWS) describes the services required to assist HUD with marketing support associated with its Real Estate Owned (REO) portfolio.

The Federal Housing Administration (FHA), an organizational unit within HUD, administers the single-family mortgage insurance program. FHA insures approved lenders against the risk of loss on loans they finance for the purchase, and in some instances rehabilitation, of single-family homes. In the event of a default on an FHA insured loan, the lender acquires title to the property by foreclosure, a deed-in-lieu of foreclosure, or other acquisition method, files a claim for insurance benefits and conveys the property to HUD. As a result of acquisitions through the mortgage insurance program and other programs, HUD has a need to manage and sell a sizable inventory of single-family homes in a manner that promotes home ownership, preserves communities, and maximizes return to the FHA insurance funds. HUD is the largest single seller of real estate in the US. In fiscal year 2016 and beginning of fiscal year 2017, the Department sold 8809 single-family homes in these areas.

HUD administers the REO disposition program through four Homeownership Centers (HOC) located in: Philadelphia, Pennsylvania; Atlanta, Georgia; Denver, Colorado; and Santa Ana, California. Each HOC is responsible for a designated geographic area. This competition will be for 6 areas - 4D, 5D, 3S, 4S, 5S and 6S.

## **DEFINITIONS**

See attached draft Performance Work Statement

## **GENERAL DESCRIPTION OF WORK**

The Contractor shall analyze market and property conditions and develop a marketing strategy for the pricing and disposition of each property. The Contractor is required to list, market, select the best offer, execute sale documents, oversee the closing process, and ensure that sale proceeds are delivered to HUD in a timely manner. Although the PWS prescribes certain requirements for making decisions about how best to dispose of each property, the Contractor has extensive ability to influence HUDs net return per property. The Contractor shall properly exercise its authority to sell properties in a manner that is consistent with the requirements of the PWS, achieves the greatest net return to the government, and minimizes holding time.

## **CONTEMPLATED PERFORMANCE METRICS**

To be determined

## **CONTEMPLATED REPORT REQUIREMENTS**

See attached draft Performance Work Statement

## **CONTEMPLATED MAGNITUDE OF THE PROJECT**

Total Magnitude of this project is between \$25M-\$50M.

## **CONTEMPLATED PLACE OF PERFORMANCE**

HUD Real Estate Owned (REO) Single Family properties located in the geographical areas defined as contract areas: 4D (South Dakota, Nebraska, Iowa, Wisconsin); 5D (Montana, Wyoming, North Dakota, Minnesota); 3S (Arizona); 4S (Nevada, Idaho); 5S (California, Hawaii, Guam); 6S (Alaska, Washington, Oregon).

## **RESPONSE REQUESTED**

Small Businesses are encouraged to respond.

This synopsis is a market research tool being used to determine the availability and capability of potential sources prior to determining the method of acquisition and whether the government will proceed with this acquisition. The Government will not pay for any information solicited. If a contract is ultimately pursued, responses to this synopsis will be used to aid in determining whether the acquisition is set-aside for small business or in establishing small business subcontracting goals. All qualified firms are encouraged to respond.

The Capability Statement shall address, at a minimum, the following for the past three (3) years:

1. Name and address of company and or companies (if there is a teaming arrangement or joint venture);
2. Technical expertise relevant to the requirement;
3. Technical approach relevant of the requirement (1 to 2 paragraphs);
4. Management approach relevant to the requirement (1 to 2 paragraph);
5. Corporate experience relevant to the requirement (1 to 2 paragraph);
6. Indicate if you are a small business or any other socio-economic categories that apply to your firm under the designated NAICS code;
7. Whether you have had unequal access to any information relevant to the acquisition that could provide an unfair competitive advantage;
8. Relevant past performance. Your Capability Statement needs to include a list of three (3) customers (Government/non-Government) within the past three (3) years highlighting similar work in nature, scope, complexity, and difficulty and a brief description of the scope of work. Your submission for relevant past performance must include for each customer:
  - Contract name;
  - Contracting Agency or Department, POC and contact information;
  - Yearly contract value (in \$);
  - Whether your firm was the prime or a subcontractor;
  - Period of performance;
  - Description of work and how it relates to the requirements.

Interested firms responding to this market survey must provide a Capability Statement demonstrating their experience, skills and capability to fulfill the Governments requirements for the above. The Capability Statement shall be in sufficient enough detail, but not exceed 12 pages TOTAL, so that the Government can determine the experience and capability of your firm to provide the requirements above. Please specify one primary and one alternate Point of Contact (POC) within your firm, including telephone numbers and email addresses in case clarifications of your submission are needed.

**Only electronic copies** of Capability Statements will be accepted and should be emailed to: [Sourcessought@Hud.gov](mailto:Sourcessought@Hud.gov). The e-mail shall contain the following subject line: Response to Sources Sought Notice – 3.9 Asset Manager Requirement. The Government may use the responses received to determine whether to proceed with the acquisition as a set-aside, or in the absence of a least two small business responses to this notice, may determine to proceed with a full and open competition. This decision and whether to proceed with the acquisition is at the sole discretion of the Government.

All interested contractors should submit their Capability Statements by 2:00 p.m. on January 23, 2017, Attention POC Simone Terry. Late responses will not be considered.